

**DATE:** January 16, 2004

**TO:** Region Engineers  
Region Delivery Engineers  
TSC Managers  
Resident/Project Engineers  
Region Construction Engineers

**FROM:** Larry E. Tibbits  
Chief Operations Officer

John C. Friend  
Engineer of Delivery

**SUBJECT:** Bureau of Highway Instructional Memorandum 2004-04  
Acceptance/Rejection of Fabricated Structural Components Shipped to the  
Project Site

Project personnel are required to use the following for acceptance of fabricated structural components shipped from a fabricator's facility to the project site.

According to Sections D8, D10, D11, D15, and D16 of MDOT's *Materials Quality Assurance Procedures Manual*, structural components that have been accepted by the MDOT shop inspector shall meet the following requirement:

**After loading, and prior to shipping, structural components shall be stamped or tagged 'Approved for Use' by the inspector. The stamp or tag is for use by the department and shall not relieve the contractor of the responsibility of the quality of material and workmanship.**

According to MDOT's *Materials Source Guide*, structural components include materials for which the basis for acceptance specifies "Fabrication Inspection required per Materials Quality Assurance Procedures Manual." Fabricated structural components that require fabrication inspection according MDOT's *Materials Quality Assurance Procedures Manual* shall not be shipped without approval by the inspector at the time of loading. Structural components include, but are not limited to, structural steel for bridges, prestressed concrete beams and concrete culverts over 20 feet, bridge tube railing, steel deck grating, modular bridge expansion joints, sign structures, tower lighting units and mast signal arm poles.

According to Section 707 and 708 of the *2003 Standard Specifications for Construction*, it is the contractor's responsibility to notify MDOT prior to beginning work so that fabrication quality assurance inspection can be coordinated. If a structural component is delivered to the project site

**without an approval stamp or tag**, the engineer shall **reject the component (s)**. If a structural component is delivered to the project site with an approved stamp or tag, the engineer must visually inspect the product for signs of damage that may occur as a result of shipping and handling. This visual inspection should be documented on the inspector's daily report. According to Section 105 of the *2003 Standard Specifications for Construction*, the engineer reserves the right to reject any shipped product that shows visual signs of damage or does not meet specification requirements.

The Construction and Technology Support Area should be contacted if project personnel have any questions regarding the acceptability of structural components shipped to the project site. For prestressed/precast bridge related structural components, contact Al Hagen at 517-204-6689. For structural steel components, contact Jeff Weiler at 517-322-1235. For general fabrication questions, contact Steve Cook at 517-322-5709.

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Chief Operations Officer

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Engineer of Delivery

BOHD:C/T:SJC:kab

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